

Workforce Development and Planning Advisory Council
Meeting Minutes
September 19, 2012
1:00 - 4:00 p.m.

Members Present: Janet Kelly, Department of Administration; Madalyn Quinlan, Office of Public Instruction; Amy Sassano, Office of Budget and Program Planning; Jane Smilie, Department of Public Health and Human Resources; Alan Peura, Department of Revenue; Mike Cooney, Department of Labor and Industry; Lesa Evers, Office of Indian Affairs; Mike Ferriter, Department of Corrections; Tom Livers, Department of Environmental Quality; Dore Schwinden, Department of Commerce

Members Absent: Tim Burton, Department of Justice; Tim Reardon, Department of Transportation; Dick Clark, Department of Administration; Arlynn Fishbaugh, Montana Arts Council;

Guests: Chris Blazer, Madeline Aagens

Department of Administration Staff Present: Helen Betts, Dean Mack, Peggy MacEwen, John Moore, Bonnie Shoemaker, Anjenette Schafer, Paula Stoll

Facilitator: John Moore

Minutes: Helen Betts

Welcome: Janet Kelly called the meeting to order at 1:10 p.m. She turned the meeting over to Paula Stoll.

Meeting Purpose: Paula Stoll reviewed the agenda and task force charges. She stated there are only two tasks left to be completed by the council: the classification and compensation problem statement and the workforce plan and recommendations for the next advisory group. She introduced the two new State HR employees, Dean Mack and Anjenette Schafer. She turned the meeting over to John Moore.

John welcomed members and guests. He announced Kathy McNeill, instructor with Professional Development Center, will be retiring on Thursday, September 20 after 23 years of service with state employment.

Introductions: Advisory Council members and guests introduced themselves.

Approval of Minutes: As moved by Madalyn Quinlan and seconded by Mike Ferriter, the Advisory Council approved the August 15, 2012 draft meeting minutes.

Eastern Montana Employment Issue Draft Employment Policy: Peggy MacEwen and Dean Mack presented the draft Natural Resource Energy Development Impact Policy.

Dean Mack reviewed the draft policy, going over the procedures implementing the additional compensation.

Recommendations: After review and a lengthy discussion, council members agreed to several revisions and directed State HR to proceed with the normal review process.

Madalyn Quinlan, Office of Public Instruction, recommended and made a motion for the Advisory Council to adopt this policy after revisions have been completed. The motion was seconded by Alan Peura, Department of Revenue, with all approving.

Draft Advisory Council Recommendations: Paula Stoll, State HR, talked about revisions she made to the council's vision statement for informational purposes and presented a handout. She stated the goals and objectives remained the same. She asked Council members to review for future goal suggestions for the next advisory council group.

Meeting Wrap-Up: John Moore summarized the results of the meeting and asked for public comment.

Public comment: No comments.

Closing: Paula Stoll thanked the HR Work Group for their time and commitment.

Janet Kelly closed the meeting by thanking the advisory council members for their participation and the importance of their input as we deal with future state employment and the procedures that govern.

The meeting adjourned at 2:10 p.m.

The next meeting of the Advisory Council will be October 17, 2012, from 1:00 to 4:00 p.m. in Conference Room 111 of the Department of Environmental Quality, Helena, Montana.